

MEMORANDUM FOR MPFs/DPMs

FROM: HQ ARPC/DPB
6760 E Irvington Place #2020
Denver CO 80280-2020

SUBJECT: FY06 Air National Guard Line and Nonline Major and Lieutenant Colonel Promotion
Selection Boards

The FY06 Air National Guard Line and Nonline Major and Lieutenant Colonel Promotion Selection Boards are tentatively scheduled to convene 18 April 2005 at the Air Reserve Personnel Center. The tentative eligibility criteria and board IDs are as follows:

Promotion to:	Date of Rank (DOR)	Board ID
Major	30 Sep 99 or earlier	A0406A
Lieutenant Colonel	30 Sep 99 or earlier	A0506A

Reserve Active Status List (RASL): **all officers** must have been on the RASL or active duty list, or a combination of both, continuously for at least one year before the convening date of the mandatory board. Any Guard or Reserve service performed, except by members on the Inactive Status List Reserve Section (ISLRS), in the inactive Guard or Retired Reserve section, qualifies as time on the RASL.

Officers with a RASL removal date (retirement, separation, etc.) **prior to 17 Jul 05 are ineligible** for promotion consideration.

MPFs can identify eligible officers using the "Submit Requests" menu in the Promotion Recommendation and In-board Support Information Management (PRISM) System. PRISM is updated daily. It is highly encouraged that the servicing Military Personnel Flight check PRISM, at least weekly, to ensure accountability of additions/deletions to the board file until the board convening date.

A Chronological Listing of Milestones to help in preparation for the boards is at Atch 1, and a listing of the most senior and junior officers, IPZ, by DOR, who will meet the board is at Atch 2.

Eligible officers must be fully qualified to obtain the higher grade. IAW Title 10 United States Code Section 12205, no person may be promoted without a baccalaureate degree from a qualifying educational institution. Attachment 3 contains a listing of eligible officers that do not have a baccalaureate degree updated in MilPDS. Based on this information, please provide a Not Qualified for Promotion (NQP) package stating "Member not qualified for promotion due to lack of baccalaureate degree." Attachment 4 is a sample letter to notify the member and attachment 5 is a sample letter to provide the eligible officer's senior rater. In order to update academic information in MILPDS AFIT needs the "Official Degree Posted Transcripts" from the College or University. (**No** photocopies, scanned, e-mailed or faxed transcripts will be accepted) Mail transcript to: AFIT/SCIB, Bldg 642, 2950 Hobson Way, WPAFB OH, 45433-7765.

If a NQP package is done due solely for the lack of baccalaureate degree information may be pulled if the officer obtains their baccalaureate degree prior to the board convene date. A request from the Senior Rater and/or The Adjutant General (TAG) to pull the NQP package should be sent to arpc.dpbadl@arpc.denver.af.mil.

Officer Preselection Brief (OPB): OPBs will be available for officers meeting the mandatory board on or about 6 Dec 04. HQ ARPC will inform MPFs by message and PRISM Today's News when OPBs are generated. Upon receipt and accountability, forward the OPBs to the eligible officers along with the instructions provided at Atch 6. Once generated, OPBs will only remain in your Report Queue for 14 calendar days. It is important to pull OPBs immediately upon receipt. If not pulled within the 14 days, MPFs will have to individually request OPBs.

Advanced Academic Degree (AAD) Data Masking: Under Air Force policy, AAD data will be masked on the officer selection brief at promotion boards considering **line** officers for promotion to major. AAD is defined as a degree above and beyond that required for entry into an individual specialty. Thus, the selection brief will reflect only baccalaureate and lesser degree data. If an officer has two bachelor's degrees, both will be shown. AAD data is not masked for nonline officers. Senior raters may still consider AAD as one of the several whole-person factors. This information is not masked for those being considered for promotion to lieutenant colonel.

Professional Military Education (PME): PME above the appropriate level for the officer's grade is masked for promotion boards. For promotion to major PME above SOS and to lieutenant colonel PME above Intermediate Developmental Education (IDE) will be masked.

Letters to the Board: Eligible officers may correspond by letter with the board calling attention to any matter of record concerning themselves that they believe important to their consideration. Letters must be submitted in good faith and contain accurate information to the best of the officer's knowledge and must be signed by the officer and include social security number. After the boards adjourn, copies of the letters will be retained in the Master Personnel File and will be available for historical, legal and appeal purposes only. If a stamped, self-addressed envelope is provided, the original letter will be returned. In accordance with AFI 36-2504, paragraph 4.7.2, the boards will not consider letters received after 0800 on **18 April 2005**. Attachment 7 provides additional information regarding submission of a letter. Letters will be addressed as follows:

Board President, FY06 Air National Guard Line and Nonline Major and Lieutenant
Colonel Promotion Selection Boards
HQ ARPC/DPBA
6760 E. Irvington Place #2010
Denver CO 80280-2010

Promotion Recommendation Forms (PRFs): Senior raters will use the AF Form 709, PRF, for making promotion recommendations for Line and Nonline officers competing for promotion to lieutenant colonel. PRF shells will be generated to facilitate preparing PRFs and will flow to the servicing MPF of the senior rater on or about 6 Dec 04. All officers competing for lieutenant colonel must have PRFs. The Senior Rater of record on the PRF accounting date (19 Nov 04) will write the PRF and award performance rating. For officers who become promotion eligible in a particular competitive category on or after the PRF accounting date (19 Nov 04), the Senior Rater of record at the time eligibility is established will write the PRF.

Forward your PRFs to HQ ARPC, using an AF Form 330 or transmittal memo listing all PRFs by name and SSN. Please suspense it for a come-back copy signed by an ARPC staff member in order to track receipt of PRFs. If you do not receive the signed come-back copy, contact ARPC Promotion Board Secretariat (HQ ARPC/DPBR2), arpc.dpbr2dl@arpc.denver.af.mil, or our Promotions directorate staff at arpc.dpbprdl@arpc.denver.af.mil.

Instructions for completing PRFs: Attachment 8 is a sample letter to senior raters providing instructions on completing the PRF. Forward completed mandatory board PRFs to HQ ARPC/DPB, 6760 E Irvington Pl, Denver CO 80280 no later than **19 Mar 05**. (***NOTE: Mandatory board PRFs required for promotion to lieutenant colonel only.***)

Not Qualified for Promotion: MPFs should immediately notify their TAGs and this headquarters (via message) of any commander initiating Not Qualified for Promotion action. Promotion propriety actions are processed according to AFI 36-2504, *Officer Promotion, Continuation and Selective Early Removal in the Reserve of the Air Force*, Chapter 7.

Definition of Senior Rater: The senior rater is the evaluator who completes the PRF. For the purpose of the PRF, the senior rater for officers competing for promotion to lieutenant colonel and below must be at least a colonel serving as a wing commander or equivalent as determined by the management level.

Records of Performance (ROPs) and Duty Qualification History Brief (DQHB): AFI 36-2408 describes the contents of the ROP. As a result of the 1995 OES review, CSAF has approved senior rater consideration of whole person factors and approved the use of a DQHB, which is available in PRISM. The MPF serving the senior rater will provide ROPs and DQHBs to the senior rater for the eligible officers.

Officer Performance Reports: For officers to receive fair and full consideration, it is imperative that reports prior to the board convening be completed and submitted on time. It is very difficult for promotion board members to evaluate selection records that do not contain current performance documentation. Annual and Change of Reporting Official Reports closing 18 Jan 05 and earlier **must** be in file before the board convenes. **FOR THE MAJOR PROMOTION BOARD ONLY:** NGB/CF has established **18 Jan 05** as the closeout for Directed by National Guard Bureau (DBNGB) reports on officers without current performance documentation. All officers whose record meets the following criteria will require a DBNGB report. All requirements for points and period of supervision are waived (AFR 36-2406, Table 3-3, Rule 5). A DBNGB report is required if the most current report is projected to close out between **19 Jan 05 and 18 Apr 05**, or if the most current report on file is an AF Form 77 documenting a gap in the record of performance, or an AF Form 475 documenting training of less than 20 weeks duration. DBNGB reports must reach this headquarters no later than **4 Mar 05**.

Action Officers:

SUBJECT:	POC:	DSN:	TOLL FREE:
Eligibility	HQ ARPC/DPBA	926-6398	1-800-525-0102
OPRs / ROPs / PRFs	HQ ARPC/DPBR	926-7475	1-800-525-0102
Officer Selection Record	HQ ARPC/DPBR1	926-6340	1-800-525-0102
All other matters	HQ ARPC/DPBB	926-6351	1-800-525-0102

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KRISTINA M. BOERMEESTER, Lt Col, USAF
Deputy Chief, Reserve of the Air Force Selection
Board Secretariat

Attachments:

1. Milestones
2. Junior and Senior Officers
3. Officers without Baccalaureate Degree
4. Officers without Baccalaureate Degree Letter
5. Baccalaureate Degree Missing Letter to Senior Rater
6. Instruction Sheet for Review of Preselection Brief
7. Guidelines for Personnel Letters to the Promotion Board
8. Instructions for Completing PRFs

Milestones

28 Oct 04	Approximate date mandatory board data created in PRISM (board build)
6 Dec 04	Officer Preselection Briefs arrive at MPFs via MILMOD PRISM in “Report Queue”
6 Dec 04	PRF notices for the lieutenant colonel mandatory promotion board <u>only</u> arrive at MPFs via MILMOD PRISM in “Report Queue”
18 Jan 05	Directed by NGB reports close out date (<i>Major Promotion Board only</i>)
4 Mar 05	Directed by NGB reports due to HQ ARPC
19 Mar 05	PRFs required for lieutenant colonel mandatory board due to HQ ARPC/DPBR-2
13 Apr 05	Earliest date messages will be accepted to update OSBs for officers meeting the board
15 Apr 05	Officer Selection Briefs (OSBs) extracted for the board
18 Apr 05	Board convenes at HQ ARPC
17 July 05	Approximate date public release of promotion results

JUNIOR AND SENIOR OFFICER IN THE PROMOTION ZONE

In accordance with Title 10, USC, Section 14105, the following information is provided regarding the name and date of rank of the junior officer and of the senior officer in the promotion zone as of the date of this letter.

<u>TO MAJOR:</u>	<u>Junior Officer Name/DOR</u>	<u>Senior Officer Name/DOR</u>
Line	Meyer, Martin C. / 990930	Lovelock, Scott D. / 940827
Chaplain	Henke, Donald E. / 990612	Rogers, Stephen D. / 951203
Dental Corps	Loiseau, Trent E. / 990530	Polk, Jason L. / 990106
JAG	Porter, Wes R. / 990601	Hopkins, Alben N. Jr. / 970813
Medical Corps	Roan, Ronald M. / 990921	Secreti, Lalainia M. / 960716
Nurse Corps	Thomas, Terry A. / 990612	Alsbaugh, Martha H. / 960907
MSC	Wilson, Michael P. / 990807	Haston, Clifford D. / 990206
BSC	Powell, Jeannine H. / 990710	Downey, David R. / 981008
<u>TO LIEUTENANT COLONEL:</u>		
Line	Bostic, William J. / 990930	Edwards, Stephen E. / 951218
Chaplain	Cushman, Rhonda J. / 990606	Decker, Douglas A. / 981001
Dental Corps	Stone, Carlos R. / 990918	Bales, Philip J. / 970820
JAG	Schuh, Jacqueline M. / 990114	Guillory, Michael E. / 981001
Medical Corps	Manifold, Craig A. / 990525	Van Ryn, Jacques S. / 970426
Nurse Corps	Wood, Carolyn J. / 990915	Martello, Susan W. / 971001
MSC	Porr, Robert F. / 990917	Torano, Victor Albert / 940710
BSC	Ladley, Thomas W. / 981201	Long, Richard E. Jr. / 980608

OFFICERS WITHOUT BACCALAUREATE DEGREE

UNAVAILABLE FOR WEB VIEWING, PLEASE SEE YOUR LOCAL MPF FOR THE
COMPLETE LISTING

SAMPLE OFFICER WITHOUT BACCALAUREATE DEGREE LETTER

(date)

(YOUR MPF)

(Rank, Name)

(Address)

(City, State, Zip Code)

Dear

You are eligible for promotion consideration in Fiscal Year 2006. IAW Title 10 United States Code 12205, no person may be promoted without a baccalaureate degree from a qualifying educational institution. During our evaluation of your personnel record, we found that your baccalaureate degree is not listed. It is imperative you contact HQ AFIT/RRE at DSN 785-6565 ext. 4450, or 1-937-255-6565 immediately to correct this discrepancy. If you do not have a baccalaureate degree, you will not be qualified for promotion.

If you have any questions please contact (name, number).

Sincerely
(MPF Commander)

SAMPLE BACCALAUREATE DEGREE MISSING LETTER TO SENIOR RATER

(date)

MEMORANDUM FOR THE SENIOR RATER OF (Rank, Name)

FROM: (Unit/Office Symbol of MPF Commander)

SUBJECT: Baccalaureate Degree Missing

1. You are assigned as the senior rater for (Rank, Name) who is eligible for promotion consideration in Fiscal Year 2006. During our evaluation of the member's personnel record, we found that a baccalaureate degree is not listed. A letter instructing him/her to work with AFIT to ensure this information gets updated was mailed on (date). IAW Title 10 USC 12205, no person may be promoted without a baccalaureate degree from a qualifying educational institution. If a member does not have a baccalaureate degree they are not fully qualified for promotion. Based on this information, please provide a Not Qualified for Promotion (NQP) package stating "Member not qualified for promotion due to lack of baccalaurette degree." If a NQP package is done due solely for the lack of baccalaureate degree information may be pulled if the officer obtains their baccalaureate degree prior to the board convene date. A request from the Senior Rater and/or TAG to pull the NQP package should be sent to arpc.dpbadl@arpc.denver.af.mil.

2. If you have any questions please contact (Name, Number).

(MPF Commander)

INSTRUCTIONS FOR CORRECTION OF OFFICER PRESELECTION BRIEF (OPB)

It is your responsibility to ensure the accuracy of your record (specifically, the portion that will be reviewed by the promotion board) prior to the board convening. You may visit our web site at http://arpc.afrc.af.mil/promo/off_main.htm to review information pertinent to the promotion board. As a minimum, you are encouraged to review your pre-selection brief using the instructions listed below. Errors left uncorrected could have a negative effect on your promotion opportunity and must be addressed in a timely manner. You will be ineligible for Special Selection Board consideration if, in exercising reasonable diligence, you should have discovered an error or omission in your record and could have taken timely corrective action.

If you require no changes, no action is necessary. Review each data item to ensure it's accurate and complete. Print any correction(s) legibly next to the incorrect data. Return the brief (along with documentation to support the change) to your servicing MPF for corrective action.

Section	Description	OPR / POC: Servicing MPF (unless otherwise stated)
PERSONAL DATA		
NAME; SSN; SEX; RACE; ETHNIC	Self Explanatory	
HAF	Identifies HQ USAF computer file where your record resides	
ARF-ID	Air Reserve Forces Identifier. Further delineates your reserve assignment	
RES SECTION	The section you are assigned to, i.e., Nonaffiliated Reserve Section; Obligated Reserve Section; Non-obligated, Nonparticipating Ready Personnel Section	
SOURCE OF COMMISSION	Reflects how you received your commission, e.g., "DP-Civ" is a direct commission from civilian status, "DP-Mil" is a direct commission from military status, "AF-Acad" is the Air Force Academy, etc.	
AERONAUTICAL / FLYING DATA		
	If you are not a rated officer, this will read "non-applicable." The aeronautical rating and aviation service code should appear for all rated officers. Rated officers who have not performed rated duties within the last 5 years are disqualified from aviation service when they reach the five-year point	

PROFESSIONAL MILITARY EDUCATION		
	Reflects last four Professional Military Education (PME) courses completed, the method of completion (residence/correspondence), and year of completion. PME courses include Squadron Officers School, Air Command and Staff College, Armed Forces Staff College, Air War College, Industrial College of the Armed Forces, and National War College. Comparable courses offered by other services or foreign governments are acceptable only if completed in-residence. Prior service members can get PME credit if they attend an equivalent PME course. Technical or specialty courses and short courses are not PME. PME above the appropriate level for the officer's grade is masked from promotion boards. For promotion to captain, ALL PME is masked; to major, PME above SOS is masked, and to Lt Col, PME above ACSC is masked. If verification cannot be made through the ECI computer system, or you have completed PME from another service, you are required to submit a copy of the course completion certificate/diploma directly to HQ AU/CFRO; Officer PME Branch; 60 Schumacher Ave; MAFB, AL 36112 -- AF Forms 475, Diplomas and DD Forms 214 are accepted as verification of PME completion – Ensure your SSN is reflected on any source document provided. DSN 493-4814/4776 FAX 493-8127	HQ AU/CFRO DSN 493-4776 or Comm: (334) 953-4776.
AFSC DATA		
	Reflects primary, secondary, and tertiary AFSCs.	
ACADEMIC EDUCATION		
	Reflects your two most recent levels of education, to include your academic specialty. The Air Force Institute of Technology (AFIT) is the single input source for updating academic education. All correspondence to AFIT should include a statement indicating the name and date of board you are meeting. An Official Transcript is required for changes/updates. AFIT/SCIB, 2950 Hobson Way, Wright-Patterson AFB OH 45433.	AFIT/RRE DSN 785-6565 ext. 4450 or Comm: (937) 255-6565 ext. 4450
DECORATIONS		
	Reflects the decorations you have been awarded, the year of the most recent award, and the number of times you have been awarded the decoration. Decorations include the Air Force Achievement Medal and all those higher in precedence; i.e., Commendation Medals, Meritorious Service Medals, Bronze Star, Silver Star. Only decorations are listed; awards are not listed.	
ASSIGNMENT HISTORY		
	Reflects your duty assignments, including duty AFSC. There is a maximum of 10 entries.	
PARTICIPATION SUMMARY / HISTORY		
	<p>If you were participating in a Reserve of the Air Force assignment, even if you are currently in a nonparticipating assignment, a point history should be printed on your brief. Data shown includes:</p> <ol style="list-style-type: none"> The last 8 years of service Total points accrued through the closeout of the last Retention/Retirement (R/R) year Points accrued since closeout of the last R/R year Points since prior service, if any, in the current R/R year. <p>If you entered the Reserves from EAD and have not participated in a point earning assignment since your release from extended active duty, a point history will not be shown.</p>	HQ ARPC/DPPKA 1-800-525-0102

GUIDELINES FOR YOUR PERSONAL LETTER TO THE PROMOTION SELECTION BOARD

There is no textbook method for writing a letter to the Promotion Selection Board. You may want to refer to AFH 37-137, *Tongue and Quill*, for letter formats and Air Force writing tips. Below are some requirements for such letters and some hints from previous board members.

1. You may send written communication to the board calling attention to any matter that you consider important to your promotion. Send your letter to the address in paragraph 2, to arrive at least 30 days before the date the board convenes (allow 10 days for mailing). In accordance with AFI 36-2504, paragraph 4.7.2, letters must be received not later than 0800 the date on which the board convenes.

2. Address your letter to: Board President, FY06 Air National Guard Line and Nonline Major and Lieutenant Colonel Promotion Selection Boards
HQ ARPC/DPBA
6760 E. Irvington Place #2010
Denver CO 80280-2010

a. Make your letter brief with clear, concise, and factual statements. A single page, typed in bullet format, is recommended. The boards will not consider letters written by others on behalf of any officer.

b. While attachments to your letter are not prohibited, do not attach anything that may become or is already a part of your record such as PRF, OPR, or decoration narratives. **Attachments are not encouraged unless they provide significant, new information that cannot be included in the basic letter.**

c. Explain, rebut, refute, or mitigate matters that you feel are prevelant to your consideration.

NOTE: There are administrative methods to have OERs/OPRs removed from your record (AFI 36-2401). Use these methods, if appropriate, rather than a letter to the board.

d. A letter is helpful if any information is missing from your record or if there are gaps in your record. Some examples include: 1) You are currently or were recently in a nonparticipating status (why, and are you seeking a participating assignment); 2) You have insufficient active or inactive duty tour points or points for retirement, especially in recent years (what happened?); 3) You lack the appropriate level of PME (are you working on it?). You may also wish to mention specific achievements not mentioned in OPRs or in the selection folder. Keep in mind that your selection folder already contains documents reflecting points earned, effectiveness/performance and training reports, approved citations for decorations, and a selection brief.

3. The staff of the Selection Board Secretariat (HQ ARPC/DPB) will return letters received after 0800 on 18 April 2005. They will not return letters reviewed by the board unless you request it and provide a stamped, self-addressed envelope. Copies of letters will be filed in the Master Personnel File after the boards adjourn.

4. **Please make sure you sign your letter and include your Social Security Number on your letter to ensure that it will be properly filed in your selection folder.**

INSTRUCTIONS FOR COMPLETING PROMOTION RECOMMENDATION FORMS (PRFs)

Senior raters will use the AF Form 709, PRF, for making promotion recommendations for Line and Nonline officers competing for promotion to lieutenant colonel. PRF shells will be generated to facilitate preparing PRFs and will flow to the servicing MPF of the senior rater on or about 6 Dec 04. All officers competing for lieutenant colonel must have PRFs. The Senior Rater of record on the PRF accounting date (19 Nov 04) will write the PRF and award performance rating. For officers who become promotion eligible in a particular competitive category on or after the PRF accounting date (19 Nov 04), the Senior Rater of record at the time eligibility is established will write the PRF.

IMPORTANT NOTE: Recent change eliminated the OES policy prohibiting PME and AAD “completion of/enrollment in” comments on field grade PRFs. Senior raters now have the flexibility to document all PME and AAD on PRFs for mandatory promotion boards considering officers for promotion to lieutenant colonel and colonel.

Complete the AF Form 709 as described in AFI 36-2406 para 8.2. A sample PRF, Atch 1, is for officers being considered for promotion to lieutenant colonel by the mandatory board.

Ensure a copy of the PRF is provided to the ratee, or nominee, approximately 30 days prior to the board convening.

Please confirm the completion of outstanding OPRs before the PRF is submitted.

Attachment
Sample PRF

Attachment 1, Sample PRF, Mandatory Board

PROMOTION RECOMMENDATION			
I. RATEE IDENTIFICATION DATA (Read AFI 36-2406 carefully before filling in any item)			
1. NAME (Last, First, Middle Initial) SMITH, John P.	2. SSN 123-45-6789	3. GRADE See notes	4. DAFSC 36P3
5. ORGANIZATION, COMMAND, LOCATION Self explanatory			6. PAS CODE See notes
II. UNIT MISSION DESCRIPTION			
Complete IAW AFI 36-2406. Do not use "Same as last OPR"			
III. JOB DESCRIPTION			
1. DUTY TITLE: Complete IAW AFI 36-2406. Do not use "Same as last OPR"			
2. KEY DUTIES, TASKS, RESPONSIBILITIES: Complete IAW AFI 36-2406. Do not use "Same as last OPR"			
IV. PROMOTION RECOMMENDATION			
Use concise "bullet" format			
See notes before completing sections IV, V, VI, VII, and IX			
V. PROMOTION ZONE		VI. GROUP SIZE	VII. BOARD
BPZ <input type="text"/> VAPZ <input type="text"/>		See notes	See notes
			Enter 5 character SRID
IX. OVERALL RECOMMENDATION		X. SENIOR RATER	
DEFINITELY PROMOTE <input type="checkbox"/>		NAME, GRADE, BR OF SVC, ORGN, COMD & LOCATION	
PROMOTE <input type="checkbox"/>		Self explanatory	
DO NOT PROMOTE THIS BOARD <input type="checkbox"/>		DUTY TITLE	
		Self explanatory	
		SSN	SIGNATURE
Instructions			
Review previous OERs, OPRs, Education/Training Reports, and Supplemental Evaluation Sheets. Evaluate the officer's performance and assess his or her potential. Write Promotion Recommendation (Section IV) in concise "bullet" format. Enter only the last four numbers of senior rater's SSN.			
Provide an accurate, unbiased assessment free from consideration of race, sex, ethnic origin, age, religion, or marital status.			
Provide the officer a copy of this report approximately 30 days prior to the board for which this report is prepared.			

AF FORM 709, 20000601 (EF-V4)

PREVIOUS EDITION IS OBSOLETE.

FOR OFFICIAL USE ONLY (When filled in)

NOTES:

Section I, item 3, GRADE: Include (NON EAD) for Reserve officers except Active Guard Reserve officers. For Active Guard Reserve officers (AGR)

Section I, item 6, PAS CODE: Enter the Unit of Assignment PAS code as of the PRF accounting date (19 Nov 04)

Section IV, PROMOTION RECOMMENDATION: Comments are mandatory.

Section V, PROMOTION ZONE: Leave blank

Section VI, GROUP SIZE: Hand write the rank order for all officers awarded a "Definitely Promote (DP)" recommendation within each competitive category (e.g. line, judge advocate, nurse, etc). For example: 2/5/10; the officer is ranked number 2 of 5 officers awarded a DP. The senior rater has 10 officers in that competitive category meeting the Promotion Selection Board. For officers awarded other than a DP, leave GROUP SIZE blank.

Section VII, BOARD: Enter A0506A

Section IX, OVERALL RECOMMENDATION: Hand write an "X" in the appropriate block. **There is no quota on the number of eligible officers who may be awarded a DP recommendation.**